



FULTON COUNTY BOARD OF COMMISSIONERS' MEETING
Tuesday, September 2, 2025
8:30 a.m. at the Commissioners' Office

Present: Commissioner Randy H. Bunch, Commissioner Steven L. Wible, Commissioner Hervey P. Hann and Chief Clerk Stacey M. Shives

Commissioner Bunch called the meeting to order followed by prayer. All recited the Pledge of Allegiance to the flag.

Motion by Commissioner Wible to approve the August 26, 2025 Commissioners' Meeting Minutes. All in favor.

Motion by Commissioner Hann to approve Payables, dated September 2, 2025, in the amount of \$179,942.59. All in favor.

Fund 100	General Fund	81,744.29
	Manual Checks	\$0.00
	TOTAL GENERAL FUND	\$81,744.29
Fund 238	911	1,225.44
Fund 275	Medical Assistance Transportation	42,053.50
Fund 300	Capital Projects	4,450.00
Fund 400	Debt Service	43,035.41
Fund 801	Pass thru Funds	7,433.95
	TOTAL ALL FUNDS	\$179,942.59

Motion by Commissioner Bunch to approve Payroll, dated September 5, 2025, in the amount of \$121,417.84. All in favor.

Commissioners met with Stephanie Sherman, Chief Deputy Prothonotary to discuss prothonotary duties once appointed on October 1, 2025.

Motion by Commissioner Bunch to appoint Stephanie Sherman as Prothonotary Interim, effective October 1, 2025 due to the early retirement of Patty Suders Fix. All in favor.

A brief Salary Board meeting was held at 8:50 a.m. to set the wages for Stephanie Sherman for the appointment of Prothonotary Interim. Separate minutes are on file.

Commissioners met with Joseph Bailey, (ROSC) Recovery Oriented Systems of Care Specialist for Franklin/Fulton Drug & Alcohol to have a Proclamation signed for "Recovery Month" for September. Also in attendance were: Julie Dovey/Fulton County Family Partnership Executive Development Director; Tiera Sharer/Fulton County Family Partnership Community Mobilizer; Beth Bryant/Fulton County Family Partnership HRSA (Health Resources and Services Administration) Project Director; Gen Harper/TMCA (Tuscarora Managed Care Alliance) Quality and Compliance Director; Elen Ott/Fulton County Family Partnership Executive Program Director; Kelsey Lilley/Fulton County Family Partnership CRS-Certified Recovery Specialist and James Eagler/Franklin/Fulton Drug & Alcohol Administrator.

Motion by Commissioner Hann to approve and execute the "National Recovery Month" Proclamation for the Month of September to "encourage all citizens to participate in programs, activities, and conversations that support recovery, promote mental health, and foster a community of hope". All in favor.

Motion by Commissioner Hann to approve and execute the Conrad Siegel Plan Asset Invoice for Investment Advisory Services Rendered for the Fulton County Employees' Retirement System from April 1, 2025 through June 30, 2025, in the amount of \$3,844.25, to be paid from the Plan Assets. All in favor.

Motion by Commissioner Hann to recommend to the Farmland Preservation Board to approve the Agrarian Associates Inc. Invoice for appraisal services for the Richards Trust Farm billed to the Fulton County Agricultural Land Preservation Board, in the amount of \$2,000.00. All in favor.

Commissioners met with Brian Barton to review updates to the EMA/9-1-1 Manual. Also in attendance were HR Administrator Mary Huston.

Motion by Commissioner Wible to table the 9-1-1 Manual Updates until legal review is completed by the County Solicitor, Jim Stein. All in favor.

Commissioners met with Patty Suders Fix, Prothonotary, to discuss her early retirement on September 30, 2025. Commissioners thanked Fix for her service to the county for the past 30 years (elected on January 3, 1994).

Motion by Commissioner Hann to accept the early Retirement notice of Prothonotary Patty Suders Fix, effective September 30, 2025. All in favor.

Motion by Commissioner Wible to approve & execute the Pension Fund Report for August 2025 as presented by HR Administrator Mary Huston. All in favor.

Motion by Commissioner Bunch to authorize Commissioner Wible to execute the MATP 3rd Quarter Report and for all the Commissioners to execute the MATP 4th Quarter Report. All in favor.

Motion by Commissioner Wible to enter into Executive Session at 11:08 a.m. for Personnel Matters. All in favor.

Motion by Commissioner Bunch to exit Executive Session at 11:11 a.m. All in favor.

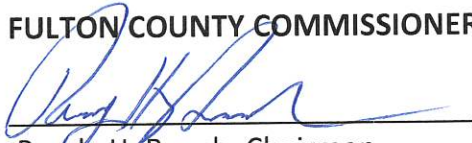
Motion by Commissioner Hann to enter into Executive Session at 11:49 a.m. for Legal & Personnel Matters with regards to the District Attorney's Office. All in favor.

Commissioners met with both Caren Kubovcsak and Joyce Mellott to discuss changes to their work hours as discussed with District Attorney Eric Weisbrod to fit his office needs. Kobovcsak's hours were reduced to the original schedule of 24 hours per week with the hourly rate remaining the same, making the position of Victim Services a part time position. Mellott's hours were increased to 32 hours per week with the hourly rate remaining the same. HR Administrator Mary Huston was in attendance and went over their benefits offered for the new schedules.

Motion by Commissioner Bunch to exit Executive Session at 12:26 p.m. All in favor.

Motion by Commissioner Wible to adjourn at 1:00 p.m. All in favor.

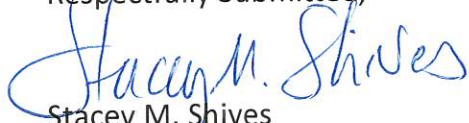
FULTON COUNTY COMMISSIONERS


Randy H. Bunch, Chairman

Steven L. Wible, Vice-Chairman


Hervey P. Hann

Respectfully Submitted,


Stacey M. Shives
Chief Clerk

